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RECORDS SERVICES DIVISION
GENERAL SERVICES OFFICE

Acting Management Officer, MIS

17 February 1954

Chief, Records Management Branch

Vital Materials Report

1. A report is prepared each week on the activity in the Vital Materials Program. The attached report reflects the condition as of 11 February. If you are interested in receiving a copy each week, I will be glad to submit it. On the other hand, I believe it may be more significant if you would have a report indicating whether any office is not depositing vital materials on schedule.

2. I propose to make a substantial revision in the type of report that we now have and will be glad to discuss it with you at your convenience.

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Attachment
VM Report for 11 Feb. 1954

[Handwritten signature]
2/17/54

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ORIGINAL DOCUMENT MISSING PAGE(S):

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